



Integrated Management Navigation System • Standard Accounting and Reporting System

I-MANAGE STARS Communiqué



DEPARTMENT OF ENERGY STARS

June 2004

Hot Topics

Training Tutorial available soon for STARS Users

A demonstration of the STARS Navigation Tutorial was scheduled for approximately 150 people on June 29; however there was overwhelming interest in viewing the demonstration of the STARS Navigation Tutorial and over 700 people requested to participate. Unfortunately, the server that supports the STARS Navigation Tutorial was not tested to support 700 concurrent users. Therefore the STARS Team will be re-scheduling the first videoconference demonstration to allow the team to conduct volume testing on the server. A new date for the video conference will be announced as soon as the server hosting the STARS Navigation Tutorial is deemed able to support the large number of people interested in participating.

The STARS Navigation Tutorial is a self-paced, web based training that guides users through the steps to log onto STARS, choose the function to be performed, enter a basic transaction, search for information, and run standard reports. The STARS Navigation Tutorial is a prerequisite for classroom training. A new schedule will be announced in the next few weeks.

How Does STARS Affect Me?

STARS will bring changes and improvements to various user communities. To help you better understand what STARS will mean to you, we will include a periodic feature article called "How Does STARS Affect Me?" This feature article will highlight STARS activities and changes for various user groups.

Integrated Contractor Community

When STARS is implemented, Integrated Contractors will provide a monthly data interface file based on the new format requirements. Files should be submitted on the same business day schedule as currently required. STARS Crosswalks, Combination Edits and Balancing Edits can be found on the I-MANAGE website at <http://www.mbe.doe.gov/ME2-5/i-manage/interfaces.htm>. The file format layout is also available on the website.

Integrated Contractors should ensure data files meet edit criteria requirements prior to submitting to STARS. Testing of these interface files is currently underway as part of the STARS Users Acceptance Test. The legacy MARS file and the new formatted STARS file containing June data are to be submitted via Secure File Transfer Protocol (SFTP) no later than the week of July 12, 2004 for testing. Contact has been made with each contractor requesting the appropriate information and forms to be submitted for those responsible for transmitting the monthly files to STARS via SFTP or web. Request forms can be retrieved from <https://vm1.hqadmin.doe.gov/s14505.html>. Completed forms may be faxed to Aaron Wisner at (301) 903-2472.

STARS User Acceptance Testers Complete Cycle I Testing

The first round of the STARS User Acceptance Testing (UAT) began on May 3, 2004 in Germantown, Maryland. This first round concluded on June 11, 2004. Initial implementation feasibility assessment as of June 15, 2004 is as follows:

During the test execution process, the original 368 Test Cases were reduced to 338 Test Cases (comprised of 882 Test Scenarios). Many cases were refined or consolidated and duplicates were eliminated. The STARS Team eliminated two rounds of integration and module unit testing in January and February 2004 to accommodate the reconfiguration of the Oracle software to align with the A-76 Financial Services Most Efficient Organization. As a result, UAT 1 was the first opportunity for the STARS Team to conduct a full, end-to-end data conversion with production-sized databases. As expected, a number of issues related to data integrity and program logic were encountered. However, all conversions were completed, the results carefully analyzed, and all identified issues were recorded and communicated to those accountable for corrective action. This is a major accomplishment.

In total, 202 issues have been identified, reviewed, and prioritized, and the project teams have resolved the majority of these for the second round of UAT. While the number seems high, in reality, most were related to continuing data cleanup efforts, Oracle module setup / menu changes, or simple program logic changes. Low priority or cosmetic issues may not be addressed prior to completion of the UAT effort. Watch for more on UAT II in the July Communiqué.

Monthly Spotlight - Purchasing Module

Each month we highlight a new component of STARS or an upcoming activity that you may find interesting. This month we spotlight new features in the STARS Purchasing Module. Juanita DeLair (ME-14) leads the STARS Purchasing Team.

The STARS Purchasing module is an integrated module that allows users to enter commitments (called reservations in DISCAS), obligations and receipt of goods/cost. This information is identified uniquely by purchase order number (known as CID in DISCAS). Most of the data input can be selected from lists of values provided to the user.

The Purchasing Module also provides the ability to capture data and record commitment information through the creation of requisition documents. These documents are then converted into purchase order documents when obligations are recorded.

In STARS, the purchase order information is used as a foundation in subsequent processes such as recording cost and payments. This eliminates the need for duplicate data entry, such as funding codes; however, it emphasizes the importance of data accuracy and early error detection and correction. There are also several interfaces that will be implemented to provide the capability to continue uploading obligation data from external systems.

This is the STARS Purchasing screen that allows users to record line, shipment and distribution information.

STARS Myth versus Fact

Many of you have been telling us about rumors and hallway chatter you have been hearing about STARS. To separate truth from fiction, we are continuing the series called STARS Myth versus Fact. If you have heard a rumor about STARS that you would like to see addressed in future issues of the STARS Communiqué, please email your suggestions to STARS@hq.doe.gov.

Myth: "The STARS team doesn't fully understand what the field does."

Fact: Volunteers were requested from all of the Field Offices when the project originally ramped up in September 2000. On several occasions since the beginning of the project, the Field Offices have been asked to provide much needed resources. The STARS Team is comprised of many people from the field; as a matter of fact, three out of the five module team leads are from the field, and two Team Leaders are from the field. Additionally, to maximize the broad range of DOE financial business process knowledge, the STARS Team consists of many participants from several Field offices and Headquarters.

Since the inception of the project, there has been field office representation directly on the STARS Core Project Team. DOE Field staff have been involved in defining functional business processes, participated in the conference room pilots in 2001 that verified the system design, and most recently in the User Acceptance Testing process.

I-MANAGE STARS TIMELINE

July 30	Complete STARS User Acceptance Testing
August 2 – 13	STARS Train-the-Trainer
August 16	Preliminary Go/No Go Decision
September	STARS End User Training
September 22	Final Go/No Go Decision
October 15 – 29	Conversion of DISCAS/MARS to STARS
November 1	Deploy STARS for User Operations

STARS Project Information

I-MANAGE Program Site: <http://www.mbe.doe.gov/ME2-5/i-manage/INDEX.HTM>
STARS Project Site: <http://www.me.doe.gov/STARS>
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